



J. TYLER MCCAULEY  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-2766  
PHONE: (213) 974-8301 FAX: (213) 626-5427

October 1, 2002

TO: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley   
Auditor-Controller

David E. Janssen   
Chief Administrative Officer

SUBJECT: **LA VINA LAND DEVELOPMENT PROJECT REVIEW**

On February 19, 2002, your Board instructed the Auditor-Controller, in conjunction with the Chief Administrative Officer, to audit the La Vina Land Development Project (Project) files and report back with a list of conditions placed on the Project, implementation status of the conditions, and other pertinent information. As part of our review, we also identified ways to help improve the efficiency and effectiveness of the County's land development process. We previously reported to the Board on the status of this review on March 14, 2002 and April 17, 2002. This is our final report.

**Background**

The Project, a subdivision of residential units, is located in the community of Altadena, at the foothills of the San Gabriel Mountains, in the Altadena Zoned District. The final approved La Vina Specific Plan called for 272 single-family detached residential units, a 10.2-acre school site/recreation option, and 108.1 acres of natural open space. To date, 247 homes have been completed, with the remaining 25 scheduled for completion within the upcoming months. Located directly south of the land development is Loma Alta Park. Loma Alta Park has recreational facilities, baseball fields, and unused graded space where the Department of Parks and Recreation and the Chief Administration Office plan to construct a gymnasium funded by 1992 and 1996 Park Proposition funds, developer fees, and Mello Roos funds. Given the proximity of the proposed Loma Alta gymnasium to the development project and the expressed concern of several local residents, we included a review of gymnasium documentation in our audit.

### **Methodology**

We began our review by assembling Project related documents and compiling an initial listing of development conditions. For each of the identified conditions, we identified the department responsible for monitoring the condition, based on the related documentation. In conjunction with a working group of involved departments, we identified 91 "Quality of Life" conditions that fell into the following seven categories:

- Hiking and Equestrian Trails
- Gymnasium & Park Improvements
- Drainage
- Circulation Improvements
- Landscaping
- Tree Preservation & Augmentation
- Other

We then met with the involved departments to clarify their responsibilities in monitoring the completion of the conditions and their role in the land development process.

### **Review Summary**

We found that about half of the conditions we reviewed have not been completed. The incomplete conditions are primarily related to hiking and equestrian trails, the Loma Alta gymnasium and circulation improvements. However, the developer maintains performance bonds that are sufficient to cover the circulation improvements if the developer does not complete the conditions on schedule. Excluding the gymnasium, which is targeted for completion in Spring 2004, departments stated the remaining conditions are targeted for completion in the next 12 to 24 months. We recommend the departments report to your Board within 90 days of the issuance of this report with a detailed timeline for completion of the remaining conditions.

We also identified a number of deficiencies relating to the development approval and monitoring processes, including a lack of department collaboration and coordination. We recommend the Chief Administrative Office form and chair a Task Force with representatives of the Departments of Regional Planning, Public Works, Fire, Health Services, Parks and Recreation and County Counsel to develop a documented *County Land Development Process*. The Task Force will be responsible for defining the roles and responsibilities of the County departments in the development processing and implementation; improving interdepartmental coordination, collaboration and communication; and formalizing the mechanisms through which County departments will be more responsive and accountable to the community, the Board of Supervisors, developers and other involved public and private agencies.

The details of these findings and recommendations are included in the attached report.

### **Review of Report**

We discussed our report with Forester and Fire Warden (FFW), Department of Health Services (DHS), Department of Parks and Recreation (DPR), Department of Public

Works (DPW), and Regional Planning Department (DRP) management. They agreed with our assessment of the implementation status of conditions and weaknesses in the subdivision approval and monitoring process.

We thank FFW, DHS, DPR, DPW, DRP management and staff for their cooperation and assistance during our review. Please call either one of us or have your staff call Lari Sheehan of the Chief Administrative Office at (213) 974-1174 or DeWitt Roberts of the Auditor-Controller at (213) 974-0301 if you have any questions.

JTM:PTM:DR:JK

**Attachments**

c: P. Michael Freeman, Chief, Fire Department  
Timothy Gallagher, Director, Department of Parks and Recreation  
Dr. Thomas Garthwaite, Director, Department of Health Services  
James Hartl, Director, Department of Regional Planning  
James A. Noyes, Director, Department of Public Works  
Lloyd W. Pellman, County Counsel  
Executive Officer, Board of Supervisors  
Audit Committee  
Public Information Office

Project Background .....	1
Purpose .....	1
Methodology .....	1
County Department Involvement .....	2
Implementation Status of Conditions .....	3
Remaining Conditions .....	4
County Land Development Process .....	5
Pre-Application Activities .....	6
Environmental Assessment .....	6
Subdivision Committee .....	6
Approval Process .....	7
Monitoring Process .....	7
Findings and Recommendations .....	8
County Development Process .....	8
Lack of Project Manager .....	9
Condition Monitoring .....	10
Developer Accountability .....	11
Customer Service .....	12
Funding .....	12

## **La Vina Development Project Review**

### **Project Background**

The La Vina Land Development Project (Project), a subdivision of residential units, is located in the community of Altadena, at the foothills of the San Gabriel Mountains, in the Altadena Zoned District. Prior to the development, the 220 acre site was occupied by a vacant sanitarium, hospital buildings, an office building and three single family residences and various other structures located on the south-central portion of the property. The majority of the remaining site was undeveloped. In 1986, the hospital discontinued operations and was sold to Cantwell/Anderson Inc., a residential homebuilder.

Cantwell/Anderson Inc. formed a partnership with Southwest Diversified and submitted the Project for consideration by the County in 1987. Final approval of the Project by the Board of Supervisors occurred in 1993. Subsequently, the Department of Regional Planning's Hearing Officer approved two tentative tract map amendments dealing with changes involving trails, circulation improvements, easements, and other miscellaneous items. The final approved La Vina Specific Plan called for 272 single-family detached residential units, a 10.2-acre school site/recreation option, and 108.1 acres of natural open space. To date, 247 homes have been completed, with the remaining 25 scheduled for completion within the upcoming months.

Located directly south of the land development is Loma Alta Park. Loma Alta Park has recreational facilities, baseball fields, and unused graded space where the Department of Parks and Recreation and the Chief Administration Office plan to construct a gymnasium funded by 1992 and 1996 Park Proposition funds, developer fees, and Mello Roos funds. Given the proximity of the proposed Loma Alta gymnasium to the development project and the expressed concern of several local residents, we included a review of gymnasium documentation in our audit.

A chronology of the Project is provided in Attachment I.

### **Purpose**

On February 19, 2002, your Board instructed the Auditor-Controller, in conjunction with the Chief Administrative Officer, to audit the Project files and report back with a list of conditions placed on the Project, implementation status of the conditions, and other pertinent information, as necessary. As part of our review, we also examined the County's land development process to identify ways in which it could be improved.

### **Methodology**

We began our review by assembling Project related documents such as the Specific Plan, Design Guidelines, and Conditional Use Permits from the Forester and Fire Warden (FFW), Department of Health Services (DHS), Department of Parks and

Recreations (DPR), Department of Public Works (DPW), Regional Planning Department (DRP), and the Chief Administrative Office (CAO), Capital Projects Division. We reviewed the documents and compiled an initial listing of more than 700 development conditions. For each of the identified conditions, we identified the department responsible for monitoring the condition, based on the related documentation. In a status report dated March 14, 2002, we advised the Board of this progress.

In April 2002, in conjunction with the working group of involved departments, we reduced the list of conditions to 189 by identifying only "Quality of Life" conditions that fell into the following seven categories:

- Hiking and Equestrian Trails
- Gymnasium & Park Improvements
- Drainage
- Circulation Improvements
- Landscaping
- Tree Preservation & Augmentation
- Other

We then met with the involved departments to clarify their responsibilities in monitoring the completion of the conditions and their role in the land development process. On April 17, 2002, we advised the Board of this progress.

Subsequent to the April status report, and in conjunction with the affected departments, we further refined the list of conditions for review to 91 by excluding commitments and promises made by the developer, as these did not represent formal conditions approved or required by the County; certain duplicative conditions; and initial conditions that were later amended. Examples of developer commitments and promises include the establishment of an economic development program in Altadena and the planting of a large oak grove named in honor of the Gabrielino Indians.

Below are the results of our review.

### **County Department Involvement**

Since the inception of the Project, primarily five County departments (FFW, DHS, DPR, DPW, and DRP) have been involved with the Project. A brief summary of each department's role in the Project follows.

- **FFW** verifies adequate street and service road access requirements for fire apparatus; verifies water flow and placement of fire hydrants and other fire prevention/response related requirements.
- **DHS** determines required conditions for adequate sewage disposal system, and in conjunction with DPW, conditions regarding solid waste disposal and service provided by local water purveyors.
- **DPR** determines if a park site is required based on location, density, and other criteria; verifies or determines whether developer shall dedicate park land or pay in lieu fees pursuant to the State Quimby Parkland Dedication Act, and also

makes recommendations for other mitigations regarding the need for park and/or open space lands including trails in the development.

- **DPW** provides analyses and recommendations related to geology and soils, drainage and grading, road, traffic, lighting, solid waste, sewer, and water issues.
- **DRP** establishes conditions regarding compliance with: the California Environmental Quality Act (CEQA), the County General Plan and any applicable community plan and community standards district, the County Zoning Ordinance including the need for land use permits (e.g., conditional use permit, oak tree permit, parking variances, etc.), and other applicable County Code provisions. DRP coordinates the Regional Planning Commission hearings on applications, and, if required, hearings of the Board of Supervisors. DRP also coordinates review of the project with other government agencies including school districts, adjacent cities, independent special districts, State and federal agencies.

### **Implementation Status of Conditions**

We requested that the responsible departments provide us with the implementation status of the 91 “Quality of Life” conditions included in our review, along with supporting documentation. We verified the status of the conditions by reviewing the supporting documentation (e.g., inspection logs, other monitoring records, correspondence and reports). We also interviewed staff from each department and conducted three on-site inspections, including a site visit accompanied by staff from DPR and DPW, during the months of May, June and July 2002.

In summary, we determined that of the 91 “Quality of Life” conditions, 45 (49%) were completed, 20 (22%) were partially completed, and 26 (29%) were not completed. See the table below. A detailed listing of the conditions and associated implementation status is included as Attachment II.

**La Vina Project - Quality of Life Conditions  
Implementation Status  
(August 2002)**

Condition Type	COMPLETED		PARTIALLY COMPLETED		NOT COMPLETED		TOTAL
	Number of Conditions	Relative % of Total	Number of Conditions	Relative % of Total	Number of Conditions	Relative % of Total	Number of Conditions
Hiking & Equestrian Trails	4	15%	8	31%	14	54%	26
Circulation Improvements	4	29%	7	50%	3	21%	14
Gymnasium & Park Improvements	0	0%	2	18%	9	82%	11
Landscaping	6	100%	0	0%	0	0%	6
Drainage	5	100%	0	0%	0	0%	5
Tree Preservation & Augmentation	3	75%	1	25%	0	0%	4
Other	23	92%	2	8%	0	0%	25
<b>TOTAL</b>	<b>45</b>	<b>49%</b>	<b>20</b>	<b>22%</b>	<b>26</b>	<b>29%</b>	<b>91</b>

### **Remaining Conditions**

Over 30 conditions relating to hiking and equestrian trails, a gymnasium and circulation improvements remain incomplete.

- Trails**

Twenty-two (85%) of the 26 conditions we reviewed remain incomplete. Based on our site visits, the trails have not been completed as specified in the Specific Plan. It appeared the developer had made few, if any, improvements to the Millard Canyon Hiking Trail. The Loma Alta Equestrian Trail, a multi-purpose trail on the eastern side of the development, still needs major improvements before completion.

The CAO Capital Projects Division is currently coordinating the completion of the trail improvements. According to the Capital Projects Division management, the improvements to the hiking and equestrian trails will be financed through Mello-Roos funds. Capital Projects Division management indicated that a sufficient balance of the funds remains to cover the costs associated with the trail improvements, estimated at \$100,000.

- Gymnasium**

All of the gymnasium conditions we reviewed remain incomplete. The County has not initiated construction of the gymnasium due to community concerns regarding the planned location and design. Currently, the CAO Capital Projects Division and

DPR, in conjunction with the Fifth Supervisorial District, have been working with the Altadena Town Council and the local community to develop an acceptable facility design. The gymnasium's cost of approximately \$3.4 million is funded by \$2.8 million in 1992 and 1996 Park Proposition funds, \$408,800 in developer fees, and \$194,000 in Mello Roos funds. The CAO Capital Projects Division management indicated that the project scope has been expanded to include classrooms, a community room, kitchen, office, and storage. The additional scope will be funded by a \$1.1 million allocation of the Fifth Supervisorial District Proposition 12 funds and \$200,000 in private donations to be raised by the local community.

- **Circulation**

Ten (71%) of the 14 conditions we reviewed remain incomplete. These conditions include converting right-turn only lanes to shared through/right turn lanes, widening roads, re-striping intersections and installing road signs. According to DPW management, the developer maintains a performance bond balance of approximately \$4 million, which is sufficient to cover the costs of the circulation improvement conditions if the developer does not complete the conditions on schedule.

Excluding the gymnasium, which is targeted for completion in Spring 2004, the remaining conditions are targeted for completion in the next 12 to 24 months. The affected departments should report to your Board within 90 days of the issuance of this report with a detailed timeline regarding the completion of the remaining conditions.

### **Recommendation**

1. **The departments report to the Board within 90 days of the issuance of this report with a detailed timeline regarding the completion of the remaining conditions.**

### **County Land Development Process**

Below is an outline of the County's land development approval and monitoring process, including the role of the Subdivision Committee. Following the outline, in the Findings and Recommendations section, we identify opportunities for process improvements and provide recommendations for corrective action.

**Pre-Application Activities**

Typically, a developer will complete a series of tasks prior to submission of the initial application for a proposed development. The County's involvement in the pre-application phase of the development varies from project to project. In general, the developer creates a project concept and may consult with County departments through the One Stop Center (a counseling team with representatives from FFW, DPW, and DRP) prior to completion and submission of required applications and related forms. The One Stop Center provides the applicant with informal consultation that may include information on the existing general plan and zoning classification, the existing development potential of the property, the environmental review process, and a determination regarding the appropriate land use entitlement to be sought (e.g., general and/or community plan amendment, zoning change, specific plan, conditional use permit, oak tree permit, subdivision tract or parcel map, etc). The developer subsequently submits the necessary applications, related forms and studies to DRP.

**Environmental Assessment**

DRP coordinates the distribution of application materials including maps and other documents, to other involved County departments and affected agencies. Distribution is typically made to FFW, DHS, DPR, DPW.

DRP also coordinates the preparation of an initial study regarding the potential impacts the project will have on the environment. Based upon input from County departments and other appropriate public agencies on the findings of the initial study, DRP determines the form of environmental documentation that will be required for the project (e.g., environmental impact report, mitigated negative declaration, negative declaration or categorical exemption). Preparing of the draft environmental document is the first step in the land use entitlement process.

**Subdivision Committee**

Title 21 of the Los Angeles County Code designates the membership, meeting, and reporting responsibilities of the Subdivision Committee. The Subdivision Committee, created to act in an advisory capacity to the Regional Planning Department Hearing Officer and/or Regional Planning Commission, consists of the following members or their duly authorized representatives: Planning Director, the County Engineer (DPW), the Road Commissioner (DPW), Health Officer (DHS), Director of Parks and Recreation, Chief Engineer of the Los Angeles County Flood Control District (DPW), and the Forester and Fire Warden. Currently, there is one DPW representative who covers for all three DPW programs/disciplines.

The Subdivision Committee meets at least once a week to consider tentative maps, final maps and parcel maps. Subdivision Committee meetings are open to the public, and any officer, person or subdivider interested in a division of land has the privilege of attending any such meeting and presenting any appropriate matter. The Subdivision

Committee reports its recommendations in writing to the advisory agency (i.e., Regional Planning Commission or Hearing Officer).

The developer attends meetings of the Subdivision Committee. The Subdivision Committee recommends conditions for a proposed project based on reports on regulatory requirements submitted by all affected departments and agencies. Generally, each department, as well as different divisions within departments, provides a separate report to the Regional Planning Commission, which are compiled into a single document by the Department of Regional Planning.

### **Approval Process**

DRP and the Subdivision Committee work with the developer on environmental issues and conditions of approval prior to consideration by the Regional Planning Commission, Hearing Officer, and/or Board of Supervisors.

The Regional Planning Commission approves, denies or makes recommendations to the Board of Supervisors on general and community plan amendments, community standards districts, amendments to the Zoning Ordinance, variances, specific plans, conditional use permits, oak tree permits and Tentative Maps. Hearing Officers hold public hearings to consider Tentative Parcel Maps, Grants of Waiver, and other routine land use matters as determined by the Planning Director.

After Regional Planning Commission action, the Board of Supervisors is required to hear and approve or deny General Plan and Community Plan Amendments, Zoning Ordinance amendments, specific plans, community standards districts, and variances. Upon appeal, the Board of Supervisors hears, approves or denies tentative tract maps, conditional use permits, oak tree permits, and other permits.

Various other departments and government agencies are required to perform certain functions during the development, approval, and subsequent monitoring process. The Assessor determines appropriate property taxes for land and improvements associated with tract maps and parcel maps. The Treasurer and Tax Collector and other departments may be convened to consider requests for Mello-Roos financing or other financing elements.

### **Monitoring Process**

Individual County departments conduct inspections for department-imposed conditions and schedule meetings with the developer, builder, or contractor(s) as needed to ensure such conditions are met. In addition to specific conditions contained in the various approval documents, if a project required the preparation of an EIR, State Public Resources Code Section 21081.6 requires that the lead agency adopt a mitigation reporting or monitoring program to ensure implementation of mitigation measures outlined in the Final EIR.

The State required Mitigation Monitoring Report for La Vina outlines various mitigation measures, and identifies County and other agencies responsible for monitoring the various phases or component of the project implementation. Each mitigation measure contained in the EIR is assigned to one of following major areas of mitigation (enforcement agency/agencies in parenthesis):

- Geotechnical Hazards (DPW)
- Hydrology (DPW)
- Traffic and Circulation (DPW)
- Biological Resources (FFW, DPR, DPW, DRP, State Fish and Game)
- Cultural Resources (DPW, DRP)
- Air Quality (DPW)
- Noise (DHS, DPW, DRP)
- Water Supply (DPW, DRP, Lincoln Avenue Water Company)
- Wastewater Transport and Treatment (L.A. County Sanitation District)
- Education (DRP, Pasadena Unified School District)
- Police Protection (Los Angeles County Sheriff)
- Fire Protection (Los Angeles County Fire Department, DPW)
- Natural Gas (Southern California Gas Company)
- Electricity (DPW, Southern California Edison,)
- Visual Qualities/Aesthetics (FFW, DPW, DRP)
- Solid Waste (DHS)

### **Findings and Recommendations**

Our review of the status of the conditions related to the Project identified significant weaknesses in the County's overall land development approval and monitoring processes. The following findings and related recommendations propose general process and operational improvements to address the identified weaknesses.

### **County Development Process**

County departments do not work on land development projects effectively together in an collaborative and coordinated manner. Specifically, there are no well-defined written rules, procedures and/or interdepartmental agreements that define in detail:

- The County process for development project approval and implementation;
- Roles and responsibilities of the various County departments in the process; and/or
- The manner in which departments and agencies will coordinate and collaborate in fulfilling the process in a manner that is accountable to the applicant, the community in which the project is located, other interested parties, and the County decision-making body that approved the project.

The process is a “learned” process that depends on institutional knowledge. The legal requirements of State law and the County Code do not constitute a “process” that accounts for the multiple departments involved in the land development process and quality of life issues for unincorporated communities.

To improve the collaboration among County departments in the land development process, the CAO should form and chair a Land Development Task Force with representatives from County Counsel, FFW, DHS, DPR, DPW, and DRP with the assigned task of developing written policies and procedures to guide the County’s development process. The purpose of the written policies and procedures would be to define the roles and responsibilities of the various County departments in development processing and implementation; improve interdepartmental coordination, collaboration and communication; and formalize how the County will be accountable to, and hold accountable, developers, the community, and other stakeholders.

In addition, the Task Force should, to the extent possible, develop text and guidelines for the standard conditions imposed on development projects. The guidelines should include measurable timing mechanisms for completion of conditions as well as provide standards for the imposition of performance bonds as a means of ensuring developer compliance. Such guidelines and standard text would provide for consistent application of conditions to the extent feasible. The guidelines should also address processing changes to an approved development project such as subsequent maps, map revisions, condition modifications, etc.

**Recommendation:**

- 2. The Chief Administrative Officer form and chair a Land Development Task Force with representatives from the Departments of Regional Planning, Public Works, Fire, Heath Services, Parks and Recreation and County Counsel with the assigned task of developing written policies and procedures to guide the County’s development process, including text and guidelines for standard conditions imposed on development projects, and processing changes to approved developments.**

**Lack of Project Manager**

A Project Manager is needed to improve the oversight of conditions associated with County land development projects. We found that although departments prepare conditions to ensure mitigation of impacts that directly affect their specific operations and/or areas of responsibilities, there is no systematic approach to ensure that, when taken together, the focus of the conditions is to provide for the overall best interest of the County and the community in which the land development is located. Additionally, during the development itself, there is no one department responsible for the overall monitoring of the conditions.

There is opportunity to rename and utilize the Subdivision Committee to provide this necessary oversight and ongoing monitoring, with DRP assuming the lead role of overall Project Manager. The County should amend the County Code, as appropriate, to reflect these revised roles. DRP should work with the CAO to identify the resources necessary for DRP to assume the lead role of Project Manager.

**Recommendations:**

- 3. The County rename and utilize the Subdivision Committee to provide oversight over the development of conditions, and their subsequent monitoring, with DRP assuming the lead role of overall Project Manager.**
- 4. The County amend the County Code, as appropriate, to reflect these revised roles.**
- 5. DRP work with the CAO to identify the resources necessary for DRP to assume the lead role of Project Manager.**

**Condition Monitoring**

The ability of County departments to monitor conditions varies, based on the expertise of assigned staff, whether the staff is appropriately included at key points during the development process, departmental staffing resources, and in-house processes and technological applications designed to track compliance with conditions. As well, we found County departments did not effectively coordinate in the monitoring of conditions. For example, one Project condition stated that “prior to the issuance of the building permit for the 67<sup>th</sup> unit, construction of the equestrian trails north of Loma Alta shall be completed.” However, DPW issued the 67<sup>th</sup> permit even though the equestrian trails (monitored by DPR) were incomplete. At the time the conditions were put in place, no system existed to effectively track the issuance of permits with regards to the milestones contained in the specific conditions.

The Land Development Task Force should develop a County “system” approach to monitor conditions, again with DRP playing the lead monitoring role. The Task Force should request the Chief Information Office (CIO) to assist in identifying a technology-based approach that will ensure the compilation of all conditions and subsequent modifications into a single, shared database that will provide for efficient monitoring.

### **Recommendations**

#### **The Land Development Task Force:**

- 6. Create a County “system” approach to monitor conditions, with DRP playing the lead role.**
- 7. Request the CIO to assist in identifying a technology-based approach that will ensure the compilation of all conditions and subsequent modifications into a single shared database that will provide for efficient monitoring.**

### **Developer Accountability**

There is no uniform method for ensuring the initial developer, or any subsequent developer(s), clearly understand, and are held accountable for conditions imposed during the development approval process. We also noted that conditions are sometimes written without a sufficient mechanism to ensure subsequent compliance. An example of this includes certain conditions related to hiking and equestrian trails in which no performance bond or other mechanism was available to ensure compliance. Per County Code Section 21.36.050, a performance bond guaranteeing the faithful performance of all work, the inspection of which is the responsibility of the County engineer, should equal the cost to complete the work in the opinion of the County engineer. Use of performance bonds provides an incentive to a developer to complete conditions timely, since a reduction in the bond amount is only authorized when the work is completed on schedule.

The County should require the developer and, as appropriate, subsequent builders (as all or part of the development is sold) to enter into an agreement with the County that includes all subsequent amendments, modifications, and other conditions contained in approved plans and permits. The County should also require that the agreement be recorded so that it is readily available to any subsequent parties with interest in the development. The agreement should be designed to ensure clear delineation of the developer’s areas of responsibility, reporting frequency, and the penalties for non-compliance/failure to perform.

Finally, the Land Development Task Force should develop policies and procedures that will ensure the consistent use of performance bonds as a means of assuring compliance to the greatest extent possible. The Land Development Task Force should also determine the feasibility of assigning the overall administration of performance bond activity to a single department.

**Recommendations:**

8. The County require the developer and, as appropriate, subsequent builders (as all or part of the development is sold) to enter into an agreement with the County that includes all subsequent amendments, modifications, and other conditions contained in approved plans and permits.
9. The County require that the agreement be recorded so that it is readily available to any subsequent parties with interest in the development. The agreement shall be designed to ensure clear delineation of the developer's areas of responsibility, reporting frequency, and the penalties for non-compliance/failure to perform.
10. The Land Development Task Force develop policies and procedures that will ensure the consistent use of performance bonds as a means of assuring compliance to the greatest extent possible. The Land Development Task Force should also determine the feasibility of assigning the overall administration of performance bond activity to a single department.

**Customer Service**

One-stop counters offer an effective means for County departments to collaborate on monitoring existing projects and jointly plan conditions for proposed projects. In addition to the benefits of collaboration, one-stop counters provide enhanced customer service for residents, developers, and builders to meet and transact business with multiple County departments at a single site.

We found that DRP has limited one-stop counters (ten countywide). DRP should create additional one-stop counters at strategic DPW Building and Safety regional offices throughout the County to further enhance communication among County departments, developers, and other involved entities. DRP should evaluate the effective models in other key communities throughout the County.

**Recommendation:**

11. DRP create additional one-stop counters at strategic DPW Building and Safety regional offices throughout the County to further enhance communication among County departments, developers, and other involved entities.

**Funding**

Several recommendations will require an adequate funding mechanism to ensure implementation. Affected County departments should work in conjunction with the CAO

to consider land development fee increases to fully or partially offset the costs associated with the recommended process improvements.

**Recommendation:**

- 12. Departments and the CAO evaluate increasing land development fees to fully or partially offset the costs associated with the recommended process improvements.**

**La Vina Project – Development Process Chronology**

The significant steps associated with the development process for the La Vina project are outlined in the following chronology:

- February 1987 - Developer files Specific Plan No. 1 and Zone Change. The request is to allow phased development of 360 units. The request includes 214 acres (eventually increased to 220 acres), 108 of which are proposed to be dedicated to open space and recreation uses.
- May 1987 – Regional Planning prepares Initial Study determination. Initial Study determination requires preparation of an Environmental Impact Report (EIR) to evaluate potential impacts to traffic and circulation, geotechnical hazards, fire protection, biological resources, and visual quality.
- October 1987 – Draft EIR (DEIR) circulated for public review and comments. Review period runs through December 1987.
- March 1988 – Addendum No. 1 to the DEIR and response to comments prepared to add six acres to the site (214 acres to 220 acres) and an option for a private school or 24 lots to be added to the central portion of the site.
- March 1989 – Following Regional Planning Commission public hearing, Addendum No. 2 to the DEIR is prepared along with response to comments to the DEIR. Addendum No. 2 reduces the scope of the project to 272 units with no private school.
- April 1989 – Regional Planning Commission adopts a resolution recommending approval of environmental documents for reduced scope project (272 units).
- June 1989 – Tentative Tract Map filed consistent with pending Specific Plan.
- November 1989 – Final EIR approval (including Addendum No. 2) Plan amendment, zone change, and Specific Plan recommended for certification by the Regional Planning Commission.
- December 1989 – Board of Supervisors approves Plan Amendment, Zone Change, and Specific Plan; Scope of project is 272 units; EIR certified; Project will require Tract Map, CUP, and Oak Tree Permit; Friends of La Vina, a group of opposing residents, subsequently commences action for writ of mandate and declaratory relief on the ground the EIR approved by the County was legally flawed.

---

April 1990 –	CUP and Oak Tree Permit filed consistent with Specific Plan (272 units).
July 1990 -	Superior Court rules that the County violated State environmental laws (Friends of La Vina v. County of Los Angeles case) by allowing the developer to hire a consultant to prepare the EIR for the La Vina project.
March 1991 –	CUP filed to allow for a proposed school at the project site. In response to applications from developer, County prepares Initial Study requiring that a Supplemental EIR (SEIR) be prepared to address various conditions.
April 1991 –	County determines Supplemental EIR required.
May 1991 –	Draft SEIR (DSEIR) circulated for comments.
June 1991 -	Department of Parks and Recreation cleared map including trails per Review Sheet dated June 12, 1991.
August 1991 -	In the Friends of La Vina v. County of Los Angeles case, the Second District Court of Appeals rules that developer-prepared EIRs are permitted under CEQA as long as the lead agency (County) independently reviews and evaluates the document and the document reflects the independent judgment of the lead agency; the matter is remanded to Superior Court for determination if the County had met this standard.
November 1991 –	Regional Planning Commission moves to deny the project based on 272 units.
February 1992 –	Addendum to the DSEIR prepared to document environmental impacts of a 229-unit project with private school option.
March 1992 –	Public hearing held to consider DSEIR; Regional Planning Commission directs County staff to prepare Final Supplemental EIR.
January 1992 –	Regional Planning Commission takes action to consider proposal by developer to reduce the scope of the project to 229 units.
August 1992 –	Regional Planning Commission approves Tract Map for 229 units; Limitations placed on location of homes relative to known earthquake fault; Regional Planning Commission's decision appealed to the Board of Supervisors. <b>Note: this map was</b>

---

**superseded by subsequent Board action and was never in effect.**

January 1993 – Board of Supervisors adopts findings, conditions, and orders related to Conditional Use Permit and Oak Tree Permit Case No. 87-044, Conditional Use Permit No. 91-073, and Tentative Tract Map #45546. (Note: Approved map is not the same map approved by the Regional Planning Commission; map is an earlier version of a map previously considered; Scope of project reverts to 272 units.)

Note 1: A “10’ Equestrian Easement” is depicted extending northerly from existing equestrian area in Loma Alta Park (on south side), across Loma Alta Drive, thence along the westerly side of Sunset Ridge Road to a point in which the trail divides to the east and to the west. The westerly branch continues across the park (along the boundary of the park and project site) to Lincoln Avenue, thence northerly (within the project site) adjoining the east highway line of Lincoln to a point near the project entry at Lot 156. The easterly branch of the trail is then referred to as a “10’ Wide Equestrian Riding and Hiking Trail” which continues northerly along the west highway line of Sunset Ridge Road to the southerly property boundary thence easterly across Sunset Ridge Road within the property, along the south property line, thence winding in a northeasterly direction to a point where its goes off of the subject property.

Note 2: A “20’ Wide Riding and Hiking Easement” is depicted extending westerly off of improved K Street within the tract, across from the school site (Lot 282), thence winding its way northerly and then northeasterly to the far northeast portion of the property thence proceeding off of the project site.

Although not shown on the tentative map, the Specific Plan requires that this hiking trail go through the property within and along improved streets starting from the project entrance on Lincoln Avenue to E Street thence easterly and northerly along K Street to the starting point of the off-road alignment described above.

April 1993 – Amendment to the Tentative Tract Map #45546 is filed (includes minor changes related to frontages and irregular lot shapes).

August 1993 - Hearing Officer approves amendment to the Tentative Tract Map #45546; Board of Supervisors approves changes consistent with approved map. Department of Parks and Recreation cleared map including trails per Review Sheet dated July 26, 1993. Permission is granted to design the subdivision in accordance with the

---

Amendment Map dated July 1, 1993. In addition, the Hearing Officer approved requirements to provide at least 40 feet of street frontage on Lots 9 and 196, show Lot 170 as a standard flag lot on the final map, and show a lot line between Lots 284 and 286 (in the vicinity of Lot 178) to the satisfaction of DRP.

The "10' Equestrian Easement" (Note 1) is still shown but appears to end one lot sooner than the previous map (Lot 157). The easterly branch of the previously shown trail described above was substantially changed in that a new extensive 20' wide trail system easement, not previously shown, was added winding northerly within the easterly portion of the tract to the far northeasterly reaches of the tract thence off-site to connect to Sunset Ridge Trail off-site of the subject property as well as reconfiguring the previously shown trail leading off-site toward the east. This trail, however, is no longer referred to as an "Equestrian" trail and instead is referred to as "Hiking" trail. The Hiking Trail (Note 2) is identical to previous tract map except that it is no longer referred to as a "Riding and Hiking Easement" and instead is referred to as a "Hiking Trail Easement".

- July 1994 - Subsequent to remand from the Appellate Court, Superior Court rules in favor of the County in a second legal action filed by the Friends of La Vina entitled the Friends of La Vina v. County of Los Angeles with regards to arguments that the approved EIR is legally flawed and inconsistent with the general Plan.
- November 1995 – Amendment to Tentative Tract Map #45546 is filed (includes minor grading changes, deletion of fault zone, relocation of equestrian and hiking trails, and modifications to the retention basin). Hearing Officer takes proposed amendment under consideration. Applicant instructed to resolve issues with Parks and Recreation.
- January 1996 - Department of Parks and Recreation cleared map including trails per Review Sheet dated January 22, 1996.
- February 1996 – Hearing Officer approves amendment to Tentative Tract Map #45546; Exhibit "A" revised. Hearing Officer makes findings related to various conditions. Several conditions are amended to address vehicular access, fee access strips, and paving over fee flag strips.

A memo in the file dated 1/31/96 from John Schwarze, Administrator (retired) found changes on this map to be minor in nature as well as finding this map to be in substantial conformance with the Exhibit A for CUP 87-044. The Hearing Officer made a finding that equestrian and hiking trail revisions were consistent

---

with the intent of the Board of Supervisors (2/14/96 letter from DRP to Applicant).

The 10' Equestrian Easement Trail previously shown on the July 1, 1993 map, adjacent to the easterly highway line of Lincoln Avenue to the project entrance, is now referred to instead as a "Landscape Easement," therefore apparently being deleted. A new feature, not previously shown, is an "Equestrian Staging Area" shown within the park boundaries at the northwesterly corner of the park. The easterly trail system described (Note 1) above remains the same on this map as on the July 1, 1993 map. However, in DPR'S 1/22/95 memo, the easterly trail is referred to as the "Sunset/Chaney Ridge Riding and Hiking" trail while the tract map refers to the trail as only a hiking trail as noted above.

The Hiking Trail described (Note 2) above has significantly changed. The trail easement is now depicted entering the subject property from the west at a point near Canyon Crest Drive off-site of the tract. The alignment eventually joins the same, previously shown, alignment at a point approximately 300 feet into the subject property.

- March 1996 - Second Appellate District of the State Court of Appeals affirms previous court decisions in favor of the County related to Friends of La Vina v. County of Los Angeles.
- November 1996 - Sewer Permit issued; Storm Drain Permit issued.
- December 1996 - Final maps for Tract #45546-01 and -03 recorded.
- April 1997 - Road Permit issued.
- June 1997 - Final maps for Tract #45546-02 and -04 recorded.
- July 1997 - Final maps for Tract #45546-05 and -06 recorded.
- December 1997 - Final map for Tract #45546-08 recorded.
- February 1998 - Final map for Tract #45546-07 recorded.
- August 1998 - Final maps for Tract #45546-09 through -15 recorded.
- November 1998 - Board of Supervisors awards an architectural/engineering design and consultant services agreement with Carde Ten Architects to design an 8,900 square foot gymnasium for Loma Alta Park and to relocate the existing outdoor basketball court. Funding for the

---

gymnasium project was allocated from the 1992 and 1996 Park Proposition funds. This action supplants various conditions related to the gymnasium since the project is now a capital project distinct from the La Vina development.

LA VINA LAND DEVELOPMENT PROJECT			
IMPLEMENTATION STATUS OF "QUALITY OF LIFE" CONDITIONS			
<b>HIKING &amp; EQUESTRIAN TRAILS</b>			
Number of Conditions	CONDITION	Responsible Agency	Status
1	To create a public open space network that satisfies the active and passive needs of the future residents and to enhance it with hiking trails leading to Millard Canyon and equestrian trails leading to Sunset Ridge.	DPR	Partially Complete
2	To provide a hiking and equestrian trail system that integrates with existing trails both on- and off-site.	DPR	Complete
3	Prior to the issuance of the 170th building permit, construction of the Millard Canyon Hiking Trail shall be completed as indicated on Exhibit 5. The Department of Parks and Recreation will be responsible for filing the necessary initial study and completing the environmental documentation.	DPR	Incomplete
4	Provide easement of Loma Alta Trail to the satisfaction of the Parks and Recreation Department. Because of the necessity to show trail alignment as it pertains to topographical lines, all information pertaining to trail requirements must be shown on the Tentative Tract Map. Trail OK as shown on map dated 6/12/91 "Exhibit A".	DPR	Complete
5	<b>Biological Resources.</b> Proposed hiking and riding trails shall have specified access points and shall be converted to interpretive trails. Sign posts shall be incorporated on the trail to educate users about the species to be observed and their value to a balanced ecology. In addition, sign posts shall educate users as to the importance of riparian habitats.	DPR	Incomplete
6	Prior to the issuance of the building permit for the 67th unit, construction of the equestrian trails north of Loma Alta shall be completed. Parks and Recreation will be responsible for filing the necessary initial study and completing the environmental documentation for the portion of the trail located off-site.	DPR	Partially Complete
7	Prior to the issuance of the 170th building permit, construction of the equestrian trails south of Loma Alta Drive shall be completed as indicated in Exhibit 7 of the Specific Plan. Parks and Recreation will be responsible for filing the necessary initial study and completing the environmental documentation for the trail improvement plan.	DPR	Incomplete
8	Provide 10' easement for Sunset/Channel Ridge Riding and Hiking Trail to the satisfaction of the Parks and Recreation Department. Because of the necessity to show the trail alignment as it pertains to topographical lines, all information pertaining to trail requirements must be shown on the Tentative Tract. (Variable Easement)		Complete
9	Fencing shall be provided to confine users to the trail for the following purposes: * Hazards could cause injury to the trail user. * Where deviation from the trail could impact adjacent properties. * Where deviation from the trail could negatively impact a sensitive environmental area. * Where deviation from the trail could negatively impact a sensitive historical area.	DPR	Partially Complete
10	Trail Separation: Trail must be separated (by fence, slope, etc.) from any road which it parallels.	DPR	Partially Complete
11	Drainage: Trail should outslope 3%, with grade dips where necessary to prevent erosion and to drain the trail.	DPR	Incomplete
12	Grade: A maximum of 10%.	DPR	Incomplete
13	Slope Stabilization: On cuts and fills, drainage areas, and other areas affected by erosion from the trail placement, slopes should be planted and/or treated with slope stabilization devices as necessary to prevent erosion.	DPR	Incomplete
14	Water Crossing: Must be made safe for riders and hikers to cross during normal flow, and must be fenced and gated to permit the crossing to be closed during dangerous periods.	DPR	Incomplete

Number of Conditions	CONDITION	Responsible Agency	Status
15	Signs: Locate signs at trail entrances announcing the prohibition of vehicles, and giving trail name and destination; also along route where necessary for safety to restrict riders and hikers to the trail.	DPR	Incomplete
16	Surfacing: The route should be graded and oiled with road oil a minimum of three times before it is opened. High quality wood shavings may also be used.	DPR	Incomplete
17	Inspection: Trails should be inspected and repaired after each rain.	DPR	Incomplete
18	Grades - Trail grades shall not exceed 10%, except in areas where this standard would result in excessive switchbacks that a grade of 15% will be permitted for distances of less than three hundred feet.	DPR	Partially Complete
19	Drainage - Surface drainage will be provided by undulating the grade with rolling dip water bars and installing open rock and /or rubber water deflectors in conjunction with metal flume inlets and culverts to carry water down slope. Rock dissipaters will be installed below drainage structures to reduce trail erosion. Trails will be graded so that the tread is outsloped along the entire length.	DPR	Incomplete
20	Trail Clearance - Trees and shrubs will be maintained to minimum width of eight feet from center line. Ten feet of clearance is recommended. Overhead clearance shall be maintained at ten feet minimum, above the trail tread.	DPR	Partially Complete
21	Trail Width - A ten foot width is desirable. A minimum tread of four feet is permitted for short distances in areas where obstacles can not be avoided as long as the following criteria are met: A clear area above the obstacle of six feet can be maintained for equestrian riders to pass through. There is a clear visibility to an area eight feet wide and not less than ten feet away where the rider can escape opposing traffic. It is not at a corner or in a hazardous area. A minimum tread width of eight feet is required at corners and in hazardous areas. A ten foot tread width is recommended.	DPR	Partially Complete
22	Surface Road Crossing - Surface road crossing must meet public works standard crossing with the addition of warning signs posted a minimum of one hundred feet before the crossing facing traffic on both sides of the roadway. If a road crossing is placed in a location where traffic might not be expecting to see a crossing it is recommended that a series of Bot Dots is placed across the roadway within site of the Equestrian crossing sign to alert motorists of the non-typical crossing.	DPR	Partially Complete
23	Signs - All identification and trail signs shall be uniform throughout the project and provide for safety and control.	DPR	Incomplete
24	Equestrian Entrances - All equestrian entrances will have ADA accessible motorcycle barriers installed.	DPR	Incomplete
25	Proposed split rail fencing shall be included along the realigned portion of the equestrian trail from the north side of the parking lot driveway and continued to northwest corner of the basketball court where the realigned trail meets the existing trail. To provide continuity as well as separation between pedestrians and equestrians, the split rail fence shall also be included from south side of the driveway to the intersection of the Sunset Ridge Road and Loma Alta Ave.	DPR	Complete
26	Provide concrete curb between the sidewalk and the equestrian trail to prevent debris flow from the equestrian trail onto the sidewalk.	DPR	Incomplete
<b>Circulation Improvements</b>			
1	Provide and install new park identification sign on corner of Lincoln Avenue and Loma Alta Drive as well as on the corner of Sunset Ridge Road and Loma Alta Drive, wording as directed by the Department of Parks and Recreation.	DPR	Partially Complete
2	Neighborhood streets within each planning area shall receive consistent treatment. Single loaded streets will have sidewalks on one side only. The five planning areas have parkways on both sides of the street; a 7-foot parkway adjacent to the sidewalk, and a 5-foot parkway on the opposite side of the street. See design guidelines for a list of selected and alternate street trees.	DPW	Partially Complete
3	To provide pedestrian access throughout the development which connects the recreational areas with residential neighborhoods.	DRP	Complete

Number of Conditions	CONDITION	Responsible Agency	Status
4	The roadway improvements on Lincoln Avenue will require the developer to extend the existing curb two feet into the street and construct a sidewalk six feet from the new curb which will cut into the park approximately four feet from the existing curb line. The sidewalk will be dedicated to the County Department of Public Works as road right-of-way for Lincoln Avenue. This road widening will allow for one northbound and one southbound lane, as well as parking along the new curb on the park side of the road.	DPW	Partially Complete
5	Construct a sidewalk along Loma Alta Drive and eliminate access to the existing parking lot from Loma Alta Drive.	DPW	Complete
6	Raise the parking lot at the south corner of Loma Alta Park to within three feet of the existing park grade to make this lot more visible to park users, allowing the upper portion of vehicles to be seen.	DPR	Partially Complete
7	Develop an access road to this parking lot from the newly constructed Sunset Ridge Road.	DPR	Partially Complete
8	Construct a stairway and ramp to connect the raised parking lot to the upper park area with an additional stairway and ramp to the corner of Loma Alta Drive and Sunset Ridge Road to allow for pedestrian use.	DPR	Incomplete
9	Construct a vehicular turnaround area at the north end of the park off Sunset Ridge Road.	DPW	Complete
10	Construct a sidewalk system connecting the improved parking lot and vehicular turnaround to existing recreational facilities.	DPR	Partially Complete
11	Prior to the recordation for the Final Map, the developer shall bond for proposed offsite improvements to Lincoln Avenue, as indicated in Exhibit 12, section A-A of the Specific Plan Design Guidelines.	DPW	Complete
12	Provide the following modified traffic mitigation measures to the satisfaction of this Department: Convert the existing northbound and southbound exclusive right-turn lanes to a shared through/right turn lane at the intersection of Lincoln Avenue/Woodbury Road. Widening of the north and south legs may be required at this intersection. Detailed striping and signing plans along with additional right of way, if needed, to accommodate an additional through lane on both legs shall be prepared and submitted to this Department of review and approval.	DPW	Incomplete
13	Provide the following modified traffic mitigation measures to the satisfaction of this Department: Restripe the east approach of the intersection of Arroyo Boulevard and Foothill (I-210) Freeway westbound ramps to provide a right-turn only lane and a shared left/right turn lane to the satisfaction of Caltrans. The applicant shall coordinate with Caltrans for the implementation of this mitigation.	DPW	Incomplete
14	Provide the following modified traffic mitigation measures to the satisfaction of this Department: Contribute to the cost to restripe the eastbound and westbound exclusive right turn lanes to shared through/right-turn lanes and modify traffic signals if necessary at the intersection of Lincoln Boulevard/Woodbury Road. The applicant shall determine the project's proportional share and submit his determination to this Department for review and approval.	DPW	Partially Complete
<b>Park Improvements (Gym)</b>			
1	The developer shall dedicate approximately 4.5 acres of land to Loma Alta Park. The developer will also bond or provide acceptable security for improvements to Loma Alta Park. The dedication to LA County for expansion of the park of off-site land and park improvements will be credit towards Quimby Fee obligations as required for the La Vina development. The total amount of improvements inclusive of land dedication shall not exceed \$575,000. The anticipated disbursement of these funds will be as follows: (a) Acquisition cost of the +/- 4.5-acre site with an anticipated equestrian stable use and transfer of title of that site to the Los Angeles County Department of Parks and Recreation - \$125,000. (b) Grading of the +/-4.5-acre site as approved by the Department of Parks and Recreation - \$150,000. (c) Cash contribution of the balance paid to the County Department of Parks and Recreation for future park improvements - \$300,000 +/-.	CAO CAPITAL PROJECTS DIVISION	Partially Complete
2	Prior to issuance of the building permit for the 67th unit or eight months following receipt by the developer of permitted park improvements plans, the developer shall implement the Loma Alta Park improvements as per plans approved by LA County Department of Parks and Recreation. Prior to implementation of the park improvement plan, Department of Parks and Recreation will be responsible for filing the necessary initial study and completing the environmental documentation	CAO CAPITAL PROJECTS DIVISION	Partially Complete
3	Evaluate converting one of the existing tennis courts to a basketball court in lieu of the currently designed exterior court. The existing fencing should be modified to completely separate the converted court from the adjacent tennis court.	CAO CAPITAL PROJECTS DIVISION	Incomplete

Number of Conditions	CONDITION	Responsible Agency	Status
4	<p><b>Scope of Project:</b> Analyze and evaluate two potential gymnasium locations and provide recommendation for gymnasium location based on the following criteria:</p> <ol style="list-style-type: none"> <li>1. Location must be visible and within reasonable proximity of existing park office (Alternative I site). If Alternative II site is selected, the building design will need to include the incorporation of a staff office containing approximately 100 s.f., while remaining within project budget.</li> <li>2. Maintain 250' minimum foul line and outfield in existing north ball field.</li> <li>3. Provide Fire Department access per Fire Department requirements.</li> <li>4. Provide a lighted basketball court in the upper portion of the park.</li> <li>5. Provide gymnasium parking with a minimum of 40 spaces adjacent to the building site, including required handicap accessible spaces and pedestrian access. Alternative II site will require these spaces be accommodated primarily in the area currently occupied by existing asphalt basketball courts.</li> <li>6. The project must remain within the available construction budget.</li> </ol>	CAO CAPITAL PROJECTS DIVISION	Incomplete
5	<p><b>Scope of Project:</b> Preparation of design and construction documents to include, plans, specifications, estimates and all necessary contract documents to accomplish the following:</p> <ol style="list-style-type: none"> <li>1. Construction of a new gymnasium building including a main competition room, a storage room, a mechanical/electrical room, restrooms, and a janitors closet/pipe chase. The building shall include an audible alarm security system and a heating, ventilation, and air conditioning (HVAC) system for the competition room and the restrooms.</li> <li>2. Replacement of demolished basketball courts with a new lighted court adjacent to the Sunset Ridge Road drop-off/parking lot.</li> <li>3. Development of minor improvements including renovations to the irrigation system, landscape plantings, security lighting, and concrete walkways, ramps and flat surfaces.</li> <li>4. Signage required for project improvements include, but not limited to, the new gymnasium and parking areas. Required signage for the Sunset Ridge drop-off/parking area shall be provided by developer.</li> </ol>	CAO CAPITAL PROJECTS DIVISION	Incomplete
6	<p><b>Specific Requirements - Site Preparation, Demolition, Removal &amp; Utilities</b></p> <ol style="list-style-type: none"> <li>1. Remove existing basketball courts surfacing, poles, backboards and lighting poles and fixtures.</li> <li>2. Remove, grub and dispose of all turf, shrubs and trees in the construction area.</li> <li>3. Determine if the left field ball field light standard and fixtures will need to be relocated to accommodate the proposed gymnasium building.</li> <li>4. Determine if the existing electrical, gas, water, sanitary sewer and fire hydrant services to the site are sufficient for the development of the proposed gymnasium.</li> <li>5. Remove existing decomposed granite picnic area, including soil, concrete walks, barbeque braziers and 3' high block wall for replacement of outdoor basketball court.</li> <li>6. Provide for the excavation and grading for the building foundations and floor slabs, and concrete walkways, ramps, and flat work. Soil shall be disposed of, off-site, in a lawful manner.</li> </ol>	CAO CAPITAL PROJECTS DIVISION	Incomplete
7	<p><b>Specific Requirements - Gymnasium Building</b></p> <ol style="list-style-type: none"> <li>1. Provide for a new Gymnasium Building design that will be compatible with the existing park structures and which will be resistant to vandalism and deterioration. The building shall be approximately 8,912 square feet and shall include an audible alarm security system. The consultant shall provide for relocating the left field ball field light.</li> <li>2. Provide a floor plan that has the approximate square footage and contains the amenities for the various uses listed as follows: <ol style="list-style-type: none"> <li>a. <u>Main competition room - 7,800 sq. ft.</u> shall accommodate: (i) a high school basketball court (50'x84') and 3 tiers of telescoping bleachers, (ii) a hardwood maple floor surfacing with court makings, for high school basketball, volleyball, and badminton (iii) floor plates for net posts, (iv) swinging up basketball backboards, hoops and nets, (v) an electric score board, (vi) a built-in public address system.</li> </ol> This room shall be serviced by a heating, ventilation, and air-conditioning system. </li> <li>b. <u>Mechanical/Electrical room - 104 sq. ft.</u> shall contain: (i) the electrical panels, (ii) the heating, ventilation, and air-conditioning system for the building</li> <li>c. <u>Men's restroom - 228 sq. ft.</u> shall have: (i) two water closets, (ii) two urinals, (iii) two lavatories, (iv) two mirrors, (v) two hand dryers, (vi) a baby changing station, and (vii) mechanical heating, ventilation, and air-conditioning system</li> <li>d. <u>Women's restroom - 228 sq. ft.</u> shall have: (i) four water closets, (ii) two lavatories, (iii) two mirrors, (iv) two hand dryers, (v) a baby changing station, and (vi) mechanical heating, ventilation, and air-conditioning system</li> </ol>	CAO CAPITAL PROJECTS DIVISION	Incomplete

Number of Conditions	CONDITION	Responsible Agency	Status
	<p>e. <u>Janitor's closet/Pipechase - 120 sq. ft.</u> shall include: (i) the pipe chase access, and (ii) service sink, storage shelves, floor drain and mop rack.</p> <p>f. <u>Storage room - 208 sq. ft.</u> shall have: (i) double door access, (ii) a cabinet to house the public address system and the score board controls, (iii) shelving for balls, rackets etc. and (iv) space for tables, chairs and mats.</p> <p>g. <u>Entrance/Lobby - 224 sq. ft.</u> shall have: (i) a double door access, (ii) a concrete flooring, and (iii) be totally enclosed.</p> <p>3. Determine whether or not the oak tree on the south side of the gymnasium site should be protected or removed. The oak tree on the east side of the horse trail will not effect the gymnasium project and should be protected.</p> <p>4. Design shall include all required signage for gymnasium interior and exterior.</p>	CAO CAPITAL PROJECTS DIVISION	Incomplete
8	<p><b><u>Specific Requirements - Parking</u></b></p> <p>1. A proposed parking lot south of the Alternative #1 building site has been graded to accommodate approximately 40 parking spaces. A small parking lot and passenger drop-off area north of the Alternative #1 and #2 building sites on Sunset Ridge Road is being constructed by the La Vina developer to accommodate 9 vehicles, including a handicap accessible space. This parking lot is being developed in conjunction with Sunset Ridge Road and the La Vina residential development. Required signage for this parking area shall be provided by the developer.</p> <p>2. If the Alternative #2 building site is selected, the Consultant will be required to design a parking area with an equivalent number of parking spaces accessible from Sunset Ridge Road.</p> <p>3. There is a potential for an additional 9 parking spaces on the north side of the equestrian ring in Lower Loma Alta Park.</p>	CAO CAPITAL PROJECTS DIVISION	Incomplete
9	<p><b><u>Specific Requirements - Landscape and Irrigation Refurbishment</u></b></p> <p>1. Redesign the irrigation system around the building site to be compatible with the existing system and provide proper irrigation of turf and plantings around the new building.</p> <p>2. Provide quick couplers along the new sidewalks and flat work areas to allow for wash downs with 50' hoses.</p> <p>3. Provide for landscape renovation around the new building to blend with the existing ball fields and landscape plantings, in addition to reducing the potential for vandalism and developing an identity for the building entrance.</p>	CAO CAPITAL PROJECTS DIVISION	Incomplete
10	<p><b><u>Specific Requirements - Security Lighting</u></b></p> <p>1. Exterior security lighting shall be provided along new sidewalk, and at all entrance/exit doors to the gymnasium building.</p> <p>2. Light fixtures shall provide for downward lighting minimizing the visibility of the light source which shall be from 400 watt metal halide units and be fitted with lexan lenses for vandal resistance.</p> <p>3. Fixtures shall be mounted at a height of twenty feet on metal poles, where there is a danger of the poles being damaged by maintenance equipment they shall be mounted on raised concrete bases.</p> <p>4. Provide for the Lighting system to be operated with photo-cell on and a time clock off control system with the tamper-resistant photo-cell mounted externally and the time clock mounted in the mechanical/electrical room of the building.</p>	CAO CAPITAL PROJECTS DIVISION	Incomplete
11	<p><b><u>Specific Requirements - Basketball Court</u></b></p> <p>1. Provide a new lighted basketball court (50' wide x 84') including striping, backboards, hoops, nets, and benches. Provide a 2' wide concrete border around the court.</p>	CAO CAPITAL PROJECTS DIVISION	Incomplete
<b>Landscaping</b>			
1	Design Guidelines covering five topical areas including site planning, architecture, signage, lighting and landscaping will be used to ensure a quality appearance and identity for La Vina.	DRP	Complete
2	Provide Design Guidelines which establish parameters for development of architectural styles.	DRP	Complete
3	Provide within the Design Guidelines a quality signage program and landscape guidelines that establish a project identity while integrating significant areas, open space, and landforms.	DRP	Complete
4	The major ridges which form backdrops and skylines have been identified as viewed from roads and areas on all sides of the subject site. These primary ridgelines will be preserved from all grading activities.	DRP	Complete
5	Prior to recordation for the final map, the developer shall bond for proposed off-site improvements to Lincoln Ave as indicated in Exhibit 13, Section A-A of the Specific Plan Design Guidelines	DPW	Complete
6	All on-site and off-site open space areas will be buffered in a manner to discourage additional encroachment by the new residents.	DPR, FFW	Complete

Number of Conditions	CONDITION	Responsible Agency	Status
<b>Drainage</b>			
1	To provide an infrastructure system, including sewer, water and storm drain systems that will adequately serve full build-out of the Specific Plan development.	DPW	Complete
2	The subdivider shall submit an area study to the Director of Public Works to determine whether capacity is available in the sewage system to be used as the outlet for the sewers in this land division. If the system is found to have insufficient capacity, the problem must be resolved to the satisfaction of the Director of Public Works.	DPW	Complete
3	Prior to issuance of the building permit for the 67th unit, construction of the detention basins adjacent to Loma Alta Drive shall be completed.	DPW	Complete
4	A 2.3 acre detention basin will be constructed to retain runoff.	DPW	Complete
5	Temporary erosion control measures will be implemented, following grading, to minimize sedimentation effects on Millard Canyon.	DPW	Complete
<b>Tree Preservation &amp; Augmentation</b>			
1	Preserve existing stand of redwood trees adjacent to Sunset Ridge Road.	DPR	Complete
2	Plant street trees on all streets to the Department's satisfaction.	DPW	Partially Complete
3	The related conditional use permit and oak tree permit authorize relocation or removal, and replacement of 170 impacted and protected oak trees. The removal of the oak trees proposed will not be contrary to, or be in substantial conflict with, the intent and purpose of the oak tree permit procedure.	FFW	Complete
4	<p><b>Biological Resources.</b> Since construction is planned in the vicinity of native oaks, efforts will be exercised to avoid their damage or removal. An oak tree report and mitigation plan has been approved by the Los Angeles County Forester</p> <p>One mitigation measure included here is the implementation of special mitigations for the lost Engleman oaks. The Engleman oaks lost should be replaced on at least a 12:1 ratio, resulting in a minimum of 36 Engleman oaks on-site after project completion.</p> <p>Oaks damaged as a result of project implementation shall be replaced at a ratio of 6:1 with one heritage tree to be replaced on a 12:1 ratio.</p> <p>Common avenues of damage to preserved and newly planted oaks, which must be avoided, include: 1) over watering; 2) under watering; 3) soil compaction above the root zone; 4) drainage alteration; and 5) poisoning by weed inhibitors used in conjunction with paving activities.</p> <p>No cutting, grading, filling, trenching, or other restructuring of the soil shall take place within the dripline of an oak. Should any construction requiring one of these procedures be necessary within the dripline of an oak, a qualified expert shall be present during this activity.</p> <p>Oak trees shall not be pruned in a manner to substantially alter their size or conformation. Pruning shall take place only when necessary for a public safety or for the health of the tree. All pruning cuts shall be made to lateral branches or at the base of the branch at the shoulder rings, stubbing or dehorning will not be permitted. All pruning shall be accomplished by a certified arborist.</p> <p>Landscaping requiring irrigation shall not be planted within the dripline of any oak because native oaks are susceptible to root rot caused by excessive unseasonable irrigation. The design of landscape irrigation systems outside the dripline of the oaks shall be such that the area within the dripline is not wetted during system operation. In addition, surface runoff from impermeable surfaces shall be directed away from oaks. Where natural topography has been altered, provisions shall be made for drainage away from trunk oaks to prevent water from ponding or collecting within the dripline of any oak.</p>	FFW	Complete
<b>Other</b>			
1	Provide an annual monitoring report for the Specific Plan to track the progress of the plan and monitor required infrastructure for the development.	DRP	Complete
2	Preserve and enhance the integrity of significant landform features. Provide a development phasing plan which is a general and logical estimate of how development will occur.	DRP	Complete
3	Define the planning areas to avoid development in the Millard Canyon area and on the ridges behind the development.	DRP	Complete
4	Provide an environment that is safe and secure by the provision of design guidelines that encourage public safety.	DRP	Complete
5	Provide guidelines for the creation, implementation and maintenance of a fuel modification zone in areas where high fuel load and open space areas encroach upon development.	FFW	Complete
6	Develop a planned community that provides backbone infrastructure systems and public facilities to support development in an effective and timely manner.	DPW	Complete
7	Provide a project phasing plan that ties development with the provision of needed infrastructure and services.	DPW	Complete

Number of Conditions	CONDITION	Responsible Agency	Status
8	A grading concept plan has been prepared in a manner which mitigates the effects of slides or potential slides. Detailed grading plans to be prepared for implementation must follow this grading plan and the recommendations of the geotechnical consultant.	DPW	Complete
9	Bulk pregrading of planning areas may occur prior to development of units, as it is necessary to assure that proper infrastructure and improvements are provided in a timely manner. This may preclude the order indicated on the conceptual phasing plan for the project. However, pregrading will not be used as a criteria for future design modification of planning areas. Grading will be done in accordance with the County's Grading Ordinance.	DPW	Complete
10	Erosion control devices shall not be moved or modified without the approval of the Building Official.	DPW	Complete
11	The developer shall prepare all plans for all recreation/ open space improvements, subject to approval by the Department of Parks and Recreation prior to actual construction.	DPR	Partially Complete
12	The developer will obtain required approvals and permits, etc. for all park, equestrian and hiking trail improvements. The Department of Parks and Recreation will assume the responsibility for environmental documentation, the cost of which will be funded separately by Cantwell-Anderson.	DPR	Partially Complete
13	In no case shall transfers of dwelling units result in: <ul style="list-style-type: none"> <li>* Exceeding the overall plan capacity of 272 dwelling units</li> <li>* Allocating excess units outside of the planning areas</li> <li>* A change in the density classification</li> <li>* Exceeding prescribed planning unit maximums by more than 20 percent</li> <li>* Exceeding the capacity of the circulation system or other public facilities as established for the Specific Plan area</li> </ul>	DRP	Complete
14	Prior to the recordation of the Final Map the developer shall dedicate land and bond for improvements required for Sunset Ridge Road. The acreage necessary for dedication will be based on final engineering drawings, as approved by the County of Los Angeles prior to the issuance of grading permits for Phase I development.	DPW	Complete
15	Prior to the issuance of the first building permit, construction of Phase I off-site water system upgrades to meet fire flow requirements for Phase I of development shall be completed.	DPW/FFW	Complete
16	Prior to the issuance of the first building permit, the developer shall appoint an architectural advisory committee to serve as an advisory group to the developer in the review of architectural style for the development. The committee will include the project architect, the applicant's representative, and members of the community.	DRP	Complete
17	During construction, the developer shall follow the provision of the "Neighborhood Construction Impact Mitigation Program." The developer understands that this program is designed to minimize the impacts to the surrounding neighborhood caused by construction.	DRP	Complete
18	The "Employment and Business Development Program," as outlined in Appendix VI-E herein will be implemented on a "Best Efforts" basis to encourage training and employment opportunities for the La Vina project development.	DRP	Complete
19	Prior to the issuance of the 170th building permit, the construction of the second phase of water system improvements shall be completed.	DPW/FFW	Complete
20	The Planning Director shall cause to be established and maintained an official project file which contains an original and certified copy of every revision to the La Vina planning area summary, including a record of dwelling unit potential remaining in each planning unit.	DRP	Complete
21	All proposed projects within the Specific Plan area shall be required to have an approved site plan prior to issuance of building permits or concurrent with subdivisions, conditional use permit or any other permit for the property.	DRP	Complete
22	Provide an easement for ingress and egress with a minimum width of 15 feet for open space Lots 280 and 281.	DRP, FFW	Complete
23	Provide slope planting and an irrigation system in accordance with the Grading Ordinance. Include conditions in the tract covenants which would require continued maintenance of the plantings for lots having planted slopes. Prior to recordation, submit a copy of the document to be recorded to the Department of Regional Planning.	DPW	Complete
24	The property shall be developed in compliance with the revised plans marked exhibit A and dated October 29, 1992.	DRP, FFW	Complete
25	<b>Electricity:</b> The relocation and/or undergrounding of any existing overhead lines, street lighting, power poles or related facilities belonging to Southern California Edison which may require location or undergrounding shall be at the developer's expense. Such relocation shall be in accordance with the utilities electrical design, standards, rules and regulations, and State of California mandated safety orders GO-95 and GO-128.	DPW	Complete